

**Subject:** insurance verification - additional info  
**From:** Ellen Endo  
**Date:** 7/10/17, 4:09 PM  
**To:** Keiko Matsuoka

Ellen Endo  
(818) 512-8791

Hi Keiko,

Payment has been sent to Philadelphia Insurance Companies. Can you submit proof of insurance to the City of Los Angeles. Thanks a bunch!

Proof of insurance should be submitted online at [Track4LA](#)

**Track4LA**

If you experience any problems with this system, or have any questions, please contact CAO staff at (213) 978-RISK (7475), or:

Jacquelyn Hoard  
Risk & Insurance Assistant  
CAO, Risk Mgmt., Ins. & Bonds  
Direct Line: [213-978-7666](tel:213-978-7666)

Email: [Jacquelyn.Hoard@lacity.org](mailto:Jacquelyn.Hoard@lacity.org)

Best,  
Ellen